

0812

WORK POLICY AND PROCEDURES

0812.05

PARTICIPATION REQUIREMENTS

REV: ~~05/1997~~09/2006

All parents who are requesting assistance are required to enter into an employment plan and participate, unless exempt, in appropriate work-related activities. ~~Non-parents are exempt from the work requirement.~~

0812.05.10

One Parent Family: Beginning Month 25

REV: ~~01/2006~~09/2006

0812.05.10 One Parent Family: Beginning Month 25 REV:
~~01/2006~~09/2006

Beginning with month twenty-five (25) of the employment plan, the parent shall participate in one (1) or more of the following work activities for at least twenty (20) hours per week for parents whose youngest child in the home is under the age of six (6), and thirty (30) hours per week for parents whose youngest child in the home is six (6) years of age or older, and at least twenty (20) hours shall be in one or more of the following activities and the balance shall be in activities designed to help the parent obtain or maintain unsubsidized employment or increase the parent's earning potential:

- * Paid employment (including on-the-job training);
- * A community work experience program which satisfies the requirements of Section 0816.35;
- * A training program approved by the Department and conducted at a job site if the program involves supervised participation in work at the site.
- * A supervised individual or group job search or participation in an approved rapid job placement program, not to exceed four (4) consecutive weeks or six (6) total weeks in a twelve-month period.
- * Up to 10 (ten) hours of a parent's required DCYF Service Plan activities can be counted toward meeting either the 20 (twenty) hour requirement for parents with a child under age 6 (six), or 30 (thirty) hour requirement for parents if the youngest child is age 6 (six) or older. The DCYF Social Caseworker provides the actual number of hours of participation per week required in order for the parent to comply with their Service Plan. The FIP Social Caseworker then makes these hours part of the total hours

required for compliance with the FIP Employment Plan. NOTE: This policy provision will sunset on December 31, 2007.

In no case shall a parent be allowed to develop an employment plan which allots ten (10) hours to work activities, ten (10) hours to DCYF Service Plan activities and ten (10) hours to activities designed to help the parent obtain or maintain unsubsidized employment or increase the parent's earning potential. If the parent is required to comply with thirty (30) hours of activity, twenty (20) of those hours must meet the work-based activities described above.

0812.05.25 Two Parent Family Requirements

REV: ~~01/2006~~09/2006

0812.05.25 Two Parent Family Requirements REV: ~~01/2006~~09/2006

Notwithstanding the work requirements under Sections 0812.05.05 and 0812.05.10, in the case of a family consisting of two (2) parents, except as noted in Section 0812.05.25.05, beginning seven (7) days following completion of the family financial plan and the individual employment plan(s), or as soon as practicable thereafter, one (1) parent shall be engaged in work activities for at least thirty-five (35) hours per week during the month, not fewer than thirty (30) hours per week of which are attributable to one (1) or more of the following activities:

- * Unsubsidized employment;
- * Subsidized private sector employment;
- * Subsidized public sector employment;
- * Work experience if sufficient private sector employment is not available;
- * On-the-job training;
- * ~~Job search and job readiness assistance;~~ A supervised individual or group job search or participation in an approved rapid job placement program, not to exceed four (4) consecutive weeks or six (6) total weeks in a twelve-month period.
- * Community service program;
- * Vocational educational training (not to exceed twelve (12) months) for any individual; or
- * The provision of child care services to an individual who is participating in a community service program.
- * Up to 10 (ten) hours of a parent's required DCYF

Service Plan activities can be counted toward meeting the 35 (thirty-five) hour requirement. The DCYF Social Caseworker provides the actual number of hours of participation per week required in order for the parent to comply with their Service Plan. The FIP Social Caseworker then makes these hours part of the total hours required for compliance with the FIP Employment Plan. NOTE: This policy provision will sunset on December 31, 2007.

In a two parent family in which one (1) parent is engaged for at least thirty-five (35) hours per week in the work activities specified above, the other, second, parent must also participate in and have an assessment completed. The second parent may elect to have an employment plan completed. That second parent's "FIP clock" or the tally of receipt of cash assistance toward the FIP time limit (see Section 0806.50) is deemed to have begun when the employment plan is completed, or, if the second parent has chosen not to have an employment plan, the date the assessment is completed.

Moreover, in a two-parent family in which one (1) parent is engaged for at least thirty-five (35) hours per week in the work activities listed above, if the family requests child care, and an adult is not disabled or caring for a severely disabled child, and the second parent elects to complete an employment plan, s/he must participate in work activities during the month for at least twenty (20) hours per week in one (1) or more of the following activities:

- * Unsubsidized employment;
- * Subsidized private sector employment;
- * Subsidized public sector employment;
- * Work experience if sufficient private sector employment is not available;
- * On-the-job training; or
- * Community service program.
- * Up to 10 (ten) hours of a parent's required DCYF Service Plan activities can be counted toward meeting the 35 (thirty-five) hour requirement. The DCYF Social Caseworker provides the actual number of hours of participation per week required in order for the parent to comply with their Service Plan. The FIP Social Caseworker then makes these hours part of the total hours required for compliance with the FIP Employment Plan. NOTE: This policy provision will sunset on December 31, 2007.

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~~Unless the second parent is exempt from the work requirement pursuant to Section 0812.05.30, a two (2) parent family that includes a disabled parent shall be considered to be a single parent family for purposes of applying the work requirements in Sections 0812.05.05 and 0812.05.10 and the exemptions listed in Section 0812.05.20.~~